

August 4, 2023

MEMORANDUM TO: Honorable Mayor and City Council

THRU: Charles P. Potucek, City Manager  
Victoria Yarbrough, Assistant City Manager

FROM: Laura Wilson, Director, Parks, Recreation, and Library

SUBJECT: REQUEST FOR AGENDA ITEM PLACEMENT  
Resolution 2023-065, Resignation of Aubrey Travis from the  
Sierra Vista Youth Commission.

Recommendation:

Laura Wilson, Director, Parks, Recreation, and Library/Youth Commission staff liaison recommends accepting the resignation of Aubrey Travis from the Sierra Vista Youth Commission.

Background:

Ms. Aubrey Travis has asked to resign her position on the Sierra Vista Youth Commission.

Budget Appropriation:

Not applicable.

RESOLUTION 2023-065

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SIERRA VISTA, COCHISE COUNTY, ARIZONA; ACCEPTING THE RESIGNATION OF AUBREY TRAVIS FROM THE YOUTH COMMISSION; AND AUTHORIZING AND DIRECTING THE CITY MANAGER, CITY CLERK, CITY ATTORNEY OR THEIR DULY AUTHORIZED OFFICERS AND AGENTS TO TAKE ALL STEPS NECESSARY TO CARRY OUT THE PURPOSES AND INTENT OF THIS RESOLUTION.

WHEREAS, City Council has created a Youth Commission to advise on matters of concern to the youth of Sierra Vista, to recommend and encourage action programs and legislation beneficial to the youth of the community, to promote better understanding and integration of youth and the local government, and to assist in the planning, operation, and evaluation of the local service delivery system for youth-related services as consumers of these services; and

WHEREAS, Aubrey Travis has submitted her resignation as a member of the Youth Commission; and

WHEREAS, it is the settled policy of the City Council that resignations from boards and commission be approved, with regret.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SIERRA VISTA, ARIZONA, AS FOLLOWS:

SECTION 1

The Council policy of accepting resignations from boards and commissions, with regret, last affirmed by Resolution 2019-089, be, and hereby is, reaffirmed.

SECTION 2

The Mayor and City Council hereby accept the resignation of Aubrey Travis from the Sierra Vista Youth Commission.

SECTION 3

The City Manager, City Clerk, City Attorney or their duly authorized officers and agents are hereby authorized and directed to take all steps necessary to carry out the purposes and intent of this resolution.

PASSED AND ADOPTED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SIERRA VISTA, ARIZONA, THIS 24<sup>th</sup> DAY OF AUGUST 2023.

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Clea McCaa II  
Mayor

Approval as to Form:

Attest:

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Nathan J. Williams  
City Attorney

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Jill Adams  
City Clerk

Prepared by:  
Debra Chatham  
Department Specialist, Library

**From:** [Aubrey Travis](#)  
**To:** [Debra Chatham](#)  
**Subject:** Youth Commission  
**Date:** Friday, August 04, 2023 8:55:16 AM

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Ms. Chatham,

It is with regret that I send this email to resign my seat on the Youth Commission.

Thank you,  
Aubrey Travis